

St Mary's PCC
Health & Safety Progress Report 21 January 2010

1. John Jacques has repaired the pew seat that was of concern.
2. Fire extinguishers and lightning conductor tests done.
3. Gravestone checks done. Two outstanding gravestones from last year - we have written again making it clear that we will lay it down if it is not repaired. One new one where we have successfully contacted a relative, and a repair is to be arranged. Two we are thinking about.
4. Clearing snow and ice has been helped by donations of salt from Ian Wilson
5. Food H&S guidance - Input needed with someone with food H&S training.
6. We need to update risk assessments, guidance/procedures and checklists.
7. We need to have a fire drill - suggested Friday 19th Feb
8. We need to get PAT testing done. The internal walkround is a few weeks overdue, priority given to weather problems.
9. We need to write a child protection policy and guidance.

Fabric Report 21 January 2010

1. The north aisle west window mullion has been repaired.
2. The organ has been tuned. A subsequent fault has been repaired.
3. The lower level gutters have been checked. The north porch gutters have been cleared, and its parapet checked for stability. This is OK, so we can continue to defer its repair.
4. We need to cut down the plant growth near the top of the tower. It may be possible to do this from the tower roof with long handled pruners.
5. The ground gutters need clearing. There may be a partial blockage in an underground section by the north porch.
6. Birds have been nesting again in the bell chamber. We will ask Adrian Packer to have another look at the screens. (Continues)
7. In high winds and rain there is water getting in from the valley gutter. This needs to be inspected.
8. Ecclesiastical insurance cover for lead roofing now requires it to be marked with Smartwater. We have bought some, but it needs to be applied to the valley gutter and the tower roof. (Continues)
9. Because the leading is failing, there is water getting in through the nave window next to the organ. This needs to be repaired.
10. We have to test the hearing loop.

A Caie
21.01.10

St Mary the Virgin Nettleton
PAROCHIAL CHURCH COUNCIL
Thursday 21st January 2010
at The New House, Church Hill

Agenda

- 1 Apologies
- 2 Minutes of PCC Meeting 24th September 2009
 - 2 1 Approval
 - 2 2 Actions arising
- 3 Finance
- 4 Reordering
 - 4 1 Progress with grants
- 5 Mission & Services
 - 5 1 TGIF February
 - 5 2 March Services including TGI Community Space Dedication (12th) & Mothering Sunday (14th)
 - 5 3 Messy Church
- 6 Events
 - 6 1 Xmas report (Supper, Edward Bear)
 - 6 2 Pancake Supper
 - 6 3 Music Concert
 - 6 4 Elvis
- 7 Fabric
- 8 Health & Safety
- 9 Deanery - vacancy news
- 10 Any Other Business
- 11 Next Meeting

ST MARY THE VIRGIN NETTLETON
PAROCHIAL CHURCH COUNCIL
Thursday 21st January 2010 8.00pm
at The New House, Church Hill

Present: Canon Ann Ashcroft (Rector) Marje Caie (Churchwarden/Chair)
Sheena Payne Jo Smith (JS)
Jonathan Smith (Treasurer - JRS) Annie Trubody
Alistair Caie (Secretary)

Apologies for absence: none

1. Minutes of PCC Meeting 24th September 2009

1.1 Approval: The minutes were approved as a true record. Proposed: JS Seconded: JRS

1.2 Actions arising:

Action 2/4/09:6 The Gift Aid claim was complete, and produced over £1600

Action 2/4/09:8 AT/SP/MC have approached possible former donors about reinstating regular donations, without success - completed.

Action 2/4/09:12 AC to offer bier for hire. AC has contacted local museums, who are not interested. AA suggests we contact Castle Combe PCC, who have contacts with the media. Continues.

Action 2/4/09:16 ALL to think of how we should welcome newcomers - continues.

Action 2/4/09:17 ALL to let MC know when we hear of newcomers to the Parish – ongoing. Two of the new houses in Burton were now occupied; JS/JRS had made some contact. MC has made contact with the newcomers in The Laurels.

Action 25/6/09:7 For next Open Day, AC to provide written teddy bear parachuting guidance and ensure risk assessments cover late additions to stalls and activities - continues.

Action 24/9/09:1 MRC has contacted Roy Brookman about starting the reordering work; the work is now complete.

Action 24/9/09:2 MRC to sort out a date for the next God and Wine - this was agreed as 27th January (subsequently changed to 29th)

Action 24/9/09:3 The Xmas supper went off successfully, but we need to settle up with West Kington Chapel - see Finance.

Action 24/9/09:4 AC to contact Adrian Packer to check/repair the bird screens - continues.

2. Finance

JRS reported that there was £3646 in the current account and £6240 in the deposit account at the end of December. The Landfill Community Fund grant cheque for £4587 has since been received. JRS has sent a cheque to Becky Read for the cost of meat and rolls for the Xmas supper, but had yet to send a cheque to the chapel for its share of the proceeds.

Action 21/1/10: 1 JRS to pay 50% of Xmas Supper proceeds to West Kington Chapel

Provided the Church Community Fund grant cheque (£2000) comes in soon, it should be possible to pay Roy Brookman's account (£13251) for the reordering project early in February. If the grant payment was delayed, it was agreed we should draw on the reserve account rather than delay payment.

Action 21/1/10:2 JRS to pay Brookman account in early February, if not before drawing on reserve account if necessary.

3. Reordering project

This was complete. We are all very pleased with the work and the new chairs, lighting etc. The only outstanding item was to commission the hearing loop with the help of a hearing aid user.

3.1 Progress with grants and donations

Our application to Hills/Landfill Community Fund was successful, we were awarded us a grant of £4587, recently paid. The Wiltshire Historic Churches Trust grant of £2000 has been paid. AC has been in contact with Church Community Fund, who said that payment of our grant for £2000 has been approved and should be paid in the next week or so. The last two pledges have been redeemed, one for £2300 (the full cost of the chairs), and donations of £100 and £25 have been received. Also the necessary third party contribution of £521 for the landfill grant has been paid directly by a donor.

4. Mission

4.1 God and Wine

MC proposed a date of 27th Jan for the next God & Wine meeting - this was agreed.

Action 21/01/10:3 Next God and Wine meeting 27th Jan 8pm at The New House

(n.b changed to 29th subsequent to the meeting)

4.2 Services

TGIF 19th Feb: JS is keen for us to have another contemplation service like the Prodigal Son TGIF last year. AA offered to do one based on a Stanley Spencer painting 'Resurrection at Cookham'. This was welcomed.

Friday 12th March Community Area Dedication: AA will prepare and lead the service, and discuss the content with Bishop Mike.

Mothering Sunday 14th March. It was agreed this should be a Big Breakfast Church.

TGIF 19th March: AA suggested a Celtic Communion, since otherwise there would not be a communion in March. This was welcomed.

Other dates regular services as usual.

4.3 Messy Church

After discussion it was agreed we have our first Messy Church on the morning of Good Friday 2nd April.

5. Events

5.1 Xmas Supper

This was an enjoyable event - revenue was a little down, mainly on the tombola, where we missed the energetic selling that Pip and Steve Gilbert did in 2008.

5.2 Pancake Supper

Arrangements for this were going well. The Old House had agreed to provide the food for £10 a head, and there has been a good level of interest in tickets.

5.3 Music Evening

MC was keen that we have this as a secular event. AA agreed to talk to Maggie's Band to see if they were up for this and to sort out possible dates.

Action 21/01/10:4 AA to contact Maggie's Band about a possible Musical Evening

5.4 Elvis evening

It was likely that the Elvis impersonator would be coming back to our area in August.

Action 21/01/10:5 MC to contact Elvis impersonator to discuss an event at the church

6. Fabric

The fabric report was noted. Good progress has been made in some areas. The mullion repair has been completed, and it looked as if we can defer the porch parapet repair. Priority items were the plant growth at the top of the tower, which needed to be cut down, clearing the ground gutters, and repairing the window in the south wall of the nave next to the organ, where rain was getting in and the leading is failing.

Action 21/01/10:6 JS & AC to attempt cutting down the plant growth on the tower.

Action 21/01/10:7 AC to get a quote for the window repair.

Action 21/01/10:8 MC to clear ground gutters.

We need to commission the hearing loop, but we need to find a hearing aid user. AA suggested that Libby Kingcombe might be willing to help.

Action 21/01/10:9 AC to commission hearing loop.

7. Health and Safety

AC's H&S report was noted. There was some catching up to do, since organising the reordering and clearing snow has taken priority. John Jacques has repaired the pew seat that was of concern. AC has done the annual gravestone checks. Two outstanding gravestones from last year - we have written again making it clear that we will lay it down if it is not repaired - we have had a positive response from one of these. One new one where we have successfully contacted a relative, and a repair is to be arranged; two we are thinking about. Clearing snow and ice has been helped by donations of salt from Ian Wilson.

8. Deanery

MC reported that some progress was being made by the Diocese and Deanery on dealing with the vacancies arising from Val Plumb's departure and AA's forthcoming retirement. The process was taking a huge amount of time and effort, but she was reasonably hopeful that an interregnum where we had to do without both a Team Rector and a Team Vicar would be relatively short.

9. AOB

It was agreed the Annual Meeting would take place on Friday 16th April.

10. Next Meeting Thursday 25th March, venue tba.